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| Application form (for reference only) V1.2 |

DISCLAIMER : The application for the Interreg Europe programme has to be completed and submitted online, <http://iolf.eu/>. The present word document is for convenience purposes only. It may in some cases differ from the online application.

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# PART A – Project summary

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| A.1 Project identification | | | | |
| Project title | | *[300 characters] amplified water stress in border regions needs a.cross border approach fori for integrated water resources management within international catchments leading to Sustainable Water Adaptive Resources Management & Policy Strategies* | | |
| Project acronym | | *[22 characters]* SWAMPS | | |
| Name of the lead partner organisation in English | | Province of Limburg | | |
| Specific objective | | Select one of the six objectives from the from the following list:  Research, technological development and innovation  Objective 1.1: Improving innovation infrastructure policies  Objective 1.2: Improving innovation delivery policies  Competitiveness of SMEs  Objective 2.1: Improving SMEs competitiveness policies  Low carbon economy  Objective 3.1: Improving low-carbon economy policies  Environment and resource efficiency  Objective 4.1: Improving natural and cultural heritage policies  Objective 4.2: Improving resource-efficient economy policies | | |
| Project duration | Phase 1 | **36 months** | Start date | *1.1.2017* |
| End date | *31.12.2019* |
| Phase 2 | **24 months : 1-1-2020 -31-12-2021** | | |
| Total (months) | *60* | | |

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| A.2 Project summary |
| Please give a short overview of the project (in the style of a press release) and describe:   * the common challenge you are jointly tackling in your project; * the overall objective of the project and the expected changes your project will make to the current situation; * the main outputs you will produce and who will benefit from them.   Please note that should the project be approved, this summary will be published on the programme’s website. |
| *[2000 characters]: Alternating periods with excessive rainfall or prolonged droughts put severe stress on our society and its economic development. Economic sectors like agriculture, tourism , urbanisation and energy supply are strongly influenced by the consequences of water stress; they experience direct damage due to climate events like droughts or floods. Floods and droughts are basin wide phenomena which do not respect borders and often create cross-border problems between regions and countries due to unawareness and negligense. It is widely recognized that climate adapted integrated water resources management requires cross-border cooperation within the river basin. Although international cooperation within river basins is strongly advocated in EU regulations, a real joint approach across (inter)national borders is not common practice and hampered by practical and legal obstructions. It is a major challenge for regional authorities to link these challenges to the adjustment and transformation of heavily modified water systems into resilient water systems fit for buffering alternating situations with excessive water and with shortage of water.*  *Policy instruments and strategies need to be harmonized and/or adjusted to each other and adaptation measures need to be developed and specified for various economic and social sectors and should be incorporated in ETC policies. As INTERREG A is the one and only cross border EU policy bringing the social and political cohesion together, the project aim is to underling the aspect of water stress in the common text not deliberately but compulsory. 30% of al draughts and floods occur in border regions, while 40% of the European continent exists out of border regions.*  *The project focus is on border regions; the focus for adaptation measures will be on agriculture, spatial developments in urbanized areas and nature conservation. Harmonization of water management policy instruments however is not only a matter of public authorities but requires also input from various stakeholders, such as the economic sector (agriculture, recreation, tourism, industry), nature and landscape conservation as well as environmental protection ??.* |

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| A.3 Project budget summary | | | | | | | |
| Programme funding | | | National contributions | | | **Total budget** | |
|  | Amount | Funding rate (%) | Public co-financing | Private co-financing | **Total co-financing** |
| ERDF |  |  |  |  |  | **Total eligible to ERDF** |  |
| Norway |  |  |  |  |  | **Total Norway** |  |
| Interreg Europe |  |  |  |  |  | **Total Interreg Europe** |  |
|  | | | | | | **Other funding** |  |
| **Grand Total** |  |

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| A.4 Overview of project partners | | | | | |
| **Partner No** | **Organisation** | **Country** | **Partner budget** | | |
| *Programme funding* | *Partner contribution* | *Total* |
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### Lead partner confirmation

By signing the application form the lead partner confirms that:

* The project has or will neither in whole nor in part receive any other complementary EU funding (except for the funding indicated in this application form) during the whole duration of the project.
* The project is in line with the relevant EU and national legislation and policies of the countries involved;
* The lead partner and the project partners will act according to the provisions of the relevant national and EU regulations, especially regarding Structural Funds, public procurement, state aid, environment and equal opportunities, as well as the specific provisions of the programme.
* The information provided in this application is accurate and true to the best knowledge of the lead partner.

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| Name of signatory |  |
| Position of signatory |  |
| Lead partner’s organisation |  |
| Date |  |
| Signature and stamp of lead partner (if exists) |  |

# PART B – Partnership

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| B.1 Partner details (see section 4.4 of the programme manual) | | | | |
| **Partner 1** | | | | |
| Role of the partner in the project | *Drop down list (lead partner/partner/advisory partner)* | | | |
| Name of organisation  in original language | *[200 characters]* | | | |
| Name of organisation  in English | *[200 characters]* | | | |
| Department/unit/division (if applicable) |  | | | |
| Legal status | *Drop down list (public body or body governed by public law/body governed by private law)* | | | |
| Type of partner | *Drop down list (national/regional/local public authority, EGTC, business support organization, education and research institution, agency, infrastructure or public service provider, interest group, other)* | | | |
| Countries represented *(only for EGTCs)* | *Selection of countries represented* | | | |
| Address |  | | | |
| Town |  | Postcode | |  |
| Country |  | | | |
| NUTS 1 level |  | | | |
| NUTS 2 level |  | | | |
| NUTS 3 level |  | | | |
| Legal representative |  | | | |
| Contact person 1 |  | | | |
| Phone (office) |  | Mobile | |  |
| E-mail |  | Website | |  |
| *Contact person 2 (optional)* |  | | | |
| *Phone* |  | | *E-mail* |  |
| Partner financed through the Investment for Growth and Jobs programme | *(yes/no)* | | | |

In case the partner is an advisory partner, please complete the following questions:

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| What are the partner’s competences and experiences in the issue addressed by the project? | *[1500 characters]* |
| What is the organisation’s role in the project? | *[1500 characters]* |

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| **Partner X** | | | | | | |
| Role of the partner in the project | *Drop down list (lead partner/partner/advisory partner)* | | | | | |
| Name of organisation  in original language | | *[200 characters]* | | | | |
| Name of organisation  in English | | *[200 characters]* | | | | |
| Department/unit/division (if applicable) | |  | | | | |
| Legal status | | *Drop down list (public body or body governed by public law/body governed by private law)* | | | | |
| Type of partner | | *Drop down list (national/regional/local public authority, EGTC, business support organization, education and research institution, agency, infrastructure or public service provider, interest group, other)* | | | | |
| Countries represented *(only for EGTCs)* | | *Selection of countries represented* | | | | |
| Address | |  | | | | |
| Town | |  | Postcode | |  | |
| Country | |  | | | | |
| NUTS 1 level | |  | | | | |
| NUTS 2 level | |  | | | | |
| NUTS 3 level | |  | | | | |
| Legal representative | |  | | | | |
| Contact person 1 | |  | | | | |
| Phone (office) | |  | Mobile | |  | |
| E-mail | |  | Website | |  | |
| *Contact person 2 (optional)* |  | | | | | |
| *Phone* |  | | | *E-mail* | |  |
| Partner financed through the Investment for Growth and Jobs programme | | *(yes/no)* | | | | |

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| B.2 Policy instruments addressed and territorial context (See section 4.1 and 4.3.1 of the programme manual) | |
| **How many policy instruments are addressed by the project?** |  |

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| B.2.1 Policy instrument 1 | |
| B.2.1.1 Definition and context | |
| 1. **Definition** | |
| Please name the policy instrument addressed | |
| European Territorial Cooperation (ECT), INTERREG V-A | |
| Please describe the mains features of this policy instrument (e.g. objective, characteristics, priority or measure concerned) and the reason(s) why it should be improved. | |
| *[1500 characters]* European Territorial Cooperation (ETC), better known as Interreg,  is one of the two goals of cohesion policy and provides a framework for the implementation of joint actions and policy exchanges between national, regional and local actors from different Member States. The overarching objective of European Territorial Cooperation (ETC) is to promote a harmonious economic, social and territorial development of the Union as a whole. Interreg is built around three strands of cooperation: cross-border (Interreg A), transnational (Interreg B) and interregional (Interreg C). The foreseen instrmmunet concerns the INTERREG V-A strand between neighbouring states | |
| Is this policy instrument a Structural Funds operational programme (i.e. Investment for growth and jobs or European territorial cooperation programme)? | *(yes/no) YES* |
| Is the body responsible for this policy instrument included in the partnership? | *(yes/no) YES* |
| Name of this responsible body | *[300 characters] Province of Limburg, NL* |
| Please name the responsible body and provide a support letter from this body. |  |
| How do you envisage the improvement of this policy instrument (e.g. through new projects supported, through improved governance, through structural change)? | |
| *[1500 characters]* OP’s choose to restrict themselves to a limited number of thematic goals and investment priorities. The relationship with water is often weak and not explicitly given. This is also caused by the obligation to choose a maximum of 4 thematic objectives from the 11 EU priorities, which bears the risk in it that the necessary adaptation to climate change, in genral water stress in border regions, will be too late, meaning that proper attention to disaster of draughts and risk reduction and safety from floods will come too late. We intend to produce more generally applicable guidelines for cross border cooperations by incorporating the aspect in the OP’s of INTERREG A leading to structural changes in cross border water governance and IWRM  . That’s why it is necessary to adapt the legal and administrative cross border context of INTERREG V -A. | |
| Proposed self-defined performance indicator (in relation to the policy instrument addressed) | *[200 characters]*  *Number of existing OP’s of INTERREG V-A to be changed*  *Number of existing regional policies to be influenced* |
| 1. **Territorial context** | |
| What is the geographical coverage of this policy instrument? | *Drop down list (1/ local; 2/ regional; 3/ national; 4/ cross-border; 5/ transnational) Crossborder* |
| What is the state of play of the issue addressed by this policy instrument in the territory? What needs to be improved in the territorial situation? | |
| *[2000 characters] In the EMR region, catchments of Meuse and Roer,climate change and water stress are not subjects dealt with, which needs correction* | |
| Is this issue linked to the regional innovation strategy for smart specialisation (RIS3)? | *(yes/no) Yes how???* |
| If yes, how? | |
| *[500 characters] Floods and droughts influence the production capacity of a region as well as the safety of the people, which connects tot Agrofood resp. Lifesciences & health as themes in RIS3 of OP Zuid.* | |

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| B.2.1.2 Partner(s) relevance for policy instrument 1 | | |
| **How many partners address the policy instrument 1?** | |  |
| **Partner** | *Province of Limburg* | |
| What are the partner’s competences and experiences in the issue addressed by this policy? | *[500 characters]:* Regional government, making of water-, nature- and environmental policy, spatial planning, financing?? FredvdB | |
| What is the capacity of the partner to influence policy instrument 1? | *[500 characters]: Province of Limburg is the managing authority for the Policy Instruments (ETC Interreg V-A)* | |
| How will the partner contribute to the content of the cooperation and benefit from it? | *[500 characters]:* Partner will bring experience with spatial planning, water policy and integrated spatial project management. Partner will learn from experience of other partners with integrated water measures which reduce the adverse impact of climate changes and water stress.; Spatial planning and management of integrated spatial projects. As a result, built areas in the province of Limburg will be more water stress proof and climate proof at the latest in 2050. | |
| **Partner** | *Roer and Overmaas Regional Water Authority (WRO)* | |
| What are the partner’s competences and experiences in the issue addressed by this policy? | *[500 characters]* water management, realisation of integrated water projects, financing | |
| What is the capacity of the partner to influence policy instrument 1? | *[500 characters]* *realisation of integrated water measures which reduce the risk of droughts and floodings* | |
| How will the partner contribute to the content of the cooperation and benefit from it? | *[500 characters]* partner will bring experience with integrated water management and realisation of measures. Partner will learn from experience of other partners with integrated water measures which reduce the adverse impact of climate changes | |
| **Partner** | *Wasserverband Eifel Rur (WVER)* | |
| What are the partner’s competences and experiences in the issue addressed by this policy? | *[500 characters]* | |
| What is the capacity of the partner to influence policy instrument 1? | *[500 characters]* | |
| How will the partner contribute to the content of the cooperation and benefit from it? | *[500 characters]* | |

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| B.2.1.3 Stakeholder group relevant for policy instrument 1 (See section 4.4.1 of the programme manual) |
| Please provide the indicative list of stakeholder to be involved in the project |
| *[1000 characters]* Nederland: Rijkswaterstaat ZNL, EMR, Harry Romgens?: NBO’s: LLTB, Gemeenten, Natuurbeheerders, ; Duitsland: BR Keulen, Ministerium für Klimaschutz, Umwelt, Landwirtschaft, Natur- und Verbraucherschutz NGO’s: BUND, Landwirstchftskammer, International River Commission |
| What is the role of these stakeholder in relation to policy instrument 1? |
| *[1500 characters]*  *To contribute to a well balanced policy taking into account the IWRM in border regions* |
| How will this group be involved in the project and in the interregional learning process? |
| *[1500 characters]*  *By regional conmerences every 6 months in the different catchments in which political expert for a will be organized. Definition????* |

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| B.2.2 Policy instrument 2 |

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# PART C – Project description

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| C.1 Brief history of the project |
| Describe how the project idea and the consortium were developed and how the partners were involved in elaborating the project proposal. |
| *[3000 characters]*: This project has partly evolved from previous EU funded projects which concerned the projects FLAPP resp. FLOOD-WISE in Interreg III-C resp. IV-C. These followed each other through a stable core-partnership dealing with floods, cross-border aspects of floods . Now, in this proposal the focus is completely on the effects of climate change and the necessity to deal with the effect of climate change by developing integrated, holistic and adaptive strategies leading to sustainable and durable solutions, which will continuously adapt to the problems as they present themselves. |

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| C.2 Issue addressed |
| Based on the information provided in section B.2 (‘polices addressed’), explain in more general terms the regional development issue addressed by the project and, in particular:  1. How does this issue fit in the European context and in the Europe 2020 strategy?  2. How is it relevant to the Interreg Europe programme and to the selected specific objective?  3. How can interregional cooperation contribute to improve this issue? |
| *[4000 characters]*  *Ad 1* *In cross-border areas the regional actors are often at a disadvantage concerning the national policy strategies, which are often not fully applicable or more a hindrance for transboundary cooperation. To prevent damage on vulnerable ecosystems, further loss of valuable arable land, regional development needs to be able to adapt to changed conditions as it presents itself in the cross border cooperation. Early warning systems using smart phone applications, optimizing the use of retention areas in an interregional or international catchment, using satellite data to manage the water flow or to adapt to events, divert water to storage areas to prevent flooding in certain areas may contribute to the sustainable and resilient management of both the exploitation of the natural environment and the need for climate adaptation.*  *The possibilities of IT or e-culture in dealing with our changing environment due to climate change and the increase of extreme events leading to e.g. flash-floods in areas where they are unknown until now, and leading to extreme water shortages because of long periods of drought, can be further exploited and used to deepen the awareness of the public and the authorities.*  *Ad 2 to help decouple economic growth from the use of resources, by decarbonising the economy, increasing the use of renewable sources, modernising the transport sector and promoting energy efficiency??*  *Ad 3 .* |

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| C.3 Objectives |
| **Programme specific objective the project will contribute to** |
| Improve the implementation of regional development policies and programmes, in particular programmes for Investment for Growth and Jobs and, where relevant, ETC programmes, aimed at increasing resource-efficiency, green growth and eco-innovation and environmental performance management. |
| **Overall objective and sub-objectives** |
| Describe the overall objective and, if relevant, the sub-objectives of the project. The overall objective has to relate to the improvement of policies of the participating regions. |
| *[2000 characters]* improvement of integrated and climate proof water resources management and strengthening of international cooperation through the development and exchange of ideas, plans and measures. The outcome is at least four operational plans (one per cross-border river basin partnership) for the development of regional climate adaptive water resources management instruments and measures and a list of good practices in the field of sustainable water management, water distribution, and adaptation measures. These action plans for each partner region will be developed in phase 1 of the project and implemented after development. In phase 2 this implementation will be monitored, possibly accompanied by pilots coming from phase 1.  The project will be aimed at developing interregional synergies between economic sectors of the partner regions.  Acceptance by the stakeholders of the (often impopular) measures, claiming land surface for retention, building dykes or dams disturbing the landscape and stream valleys) will have increased by xxxxxx % (measured trough interviews within the stakeholder groups) and is aimed at nearing 100 %. . |

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| C.4 Project approach (See section 4.2.1 of the programme manual) |
| Describe the project approach to achieve the project’s objectives and to produce the intended outputs and results. In particular:  1. How do you organise the interregional learning process?   1. How do the proposed activities interlink (sequence, combination, interrelation between activities)? 2. What is the approach for developing the action plans and what is the role of the different stakeholder groups? |
| *[5000 characters]* The project connects to the Policy Learning Platform on Environment and resource efficiency.  In the project a combination is made of sustainable regional development based on ecological services with economical protection and natural flood protection areas. The project aims also at policy change and innovative, sustainable solutions within the implementation of the Floods Directive and the Water Framework Directive. Eco-innovative solutions are combined with digital technologies to stimulate the stakeholders' awareness.  The project will follow these workpackages: 1. Project management /Shared Service Centre(SSC)/river basin coordinators;2. Identification of good practices: models, strategies, plans, executed pilot projects; 3.Development of regional priority strategies in selected river basins; 4. Dissemination towards regional, national and international level; 5. Start-up of a policy learning platform on cross border adaptive Integrated Water Resources Management to contribute to the policy Learning Platform en Environment and Resource Efficiency.  The following targets are addressed:  • The exchange innovative ideas on climate change adaptation measures and policy instruments;  • The development of new and innovative policy instruments for regional water authorities;  • To support river basin-wide water management, assessment and planning;  • To support the development and implementation of priority adaptation measures on the basin level;  • To promote dialogue for basin co-operation among the riparian states;  • To support information and awareness about river basin co-operation needs and opportunities.  • To connect the project to a policy learning platform concerned with the integrated and climate proof water resources management.  • To achieve a sustainable balance between utilization and protection of water; through participative management between stakeholders, communities and organs of state and to manage the interlinkages between water, land-use, the environment and human activities.  • To formulate a climate change response strategy for transboundary drought situations and transboundary flood-events. This results in a guideline for climate change response in the water sector to ensure equitable access to water during shortage and protection against floods. |

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| C.5 Communication strategy (see section 8 of the programme manual) | | |
| Describe the communication strategy and the way it will contribute to achieving the project objectives. For each communication objective, summarise the main target group and the kinds of activities planned to reach it. | | |
| *[2000 characters]* The project will be managed by a Shared Service Centre (Project Manager, Assistant project Mangeer, Financial manager, Communication manager), communicating with the partners through a Steering Committee with the formal representtaives of all partners. Partners are involved in the daily tasks through a project team consisting of the regional coordinators for each cross-area River Basin involved (the Regional Cross Border Coordinators). The Steering Committee will meet every half year, the RCBC also, preferably combined with one of the also half yearly organized Regional Stakeholder Forums. Thus all RCBCs will be able to experience the stakeholder forums in different cross border region and benefit from that.  To be able to increase the impact of the SWAMPS project and the awareness of the stakeholders to the benefits and result sof the changing adaptive policies the involvement of all stakeholders will be the centralf ocus of the project. The communication startegy of SWAMPS will be agreed upon by the Steering Committee and it will be focussed on the different target groups distinguished. The activities to bring the adapted policies accross will be same for all target groups, i.e. quite frequent regional stakeholder forums in each cross border river basin (c. twice a year for 4 years) , aimed at buy-ins and acceptance of the changed policiy and expanding claim on the enviroment to reach sustainable solutions. Within the project also Interregional Stakeholder meeting will be organized (one each year for 4 years) to enhance the interregional exchange of ideas and to be able to feed into the policy learning platforms.  A digital newsletter will be used to communicate the progress of the project to partners and stakeholders and to introduce the applications developed. | | |
| **Objectives**  What can communication do to reach project objectives? | **Target group**  Who do you need to reach? | **Activities**  How do you plan to reach the communication objectives? |
| *[1500 characters]*  To exchange ideas and let the adaptation to climate change policies and the possible solutions grow bottom up with the increasing knowledge.  To develop simple, supportive apps (digital) for supporting the information transfer concerrning water resources manegement | *[1500 characters]*  Land owners and agricultural organisations; Citizens and Inhabitants; Nature conservation area managers;Municipalities; NGO's. | *[1500 characters]*  Regional stakeholder forums; interregional stakeholder meetings;  development of digital tools to strenghten information transfer and accessibility. |
| C.6 Expected results and outputs of the project (See section 4.3 of the programme manual) | | |
| C.6.1 Overview of the expected outputs and results | | |
| In line with the objective defined in the section “objectives”, describe in more details the main outputs and results the project intends to produce. | | |
| *[3000 characters]*  The project will result in adapted policies leading to more climate proof  water and spatial management.  This will lead to less damage as a result of excessive wheather condition, both concerning floods as well as drought. The increased water stress  will be better mitigated and handled, will be dealt with in an adaptive way, resulting in less  damage, less neagatve effects and better balances water management. in the end mote water will be available in drought periods and flood damage will be reduced. Living in a river basin with an adaptive strategy will improve the balance between fluctuating climate performance and the the occupance of the river basin, making it easier to copy with this changing environment.  Policies will be adaptive and flexible. | | |
| C.6.2 Indicators (See section 4.3.2 of the programme manual) | | |
| |  |  | | --- | --- | | **Result indicators** | **Target** | | Number of Growth & Jobs or ETC programmes addressed by the project where measures inspired by the project will be implemented |  | | Number of other policy instruments addressed by the project where measures inspired by the project will be implemented |  | | Estimated amount of Structural Funds (from Growth & Jobs and/ or ETC) influenced by the project (in EUR) |  | | Estimated amount of other funds influenced (in EUR) |  |  |  |  |  | | --- | --- | --- | | **Policies** | **Specific indicators** | **Target** | | Policy 1 | Self-defined performance indicator |  | |  |  |  | | Policy 2 | Self-defined performance indicator |  | |  |  |  |  |  |  | | --- | --- | | **Output indicators** | **Target** | | Number of policy learning events organised |  | | Number of good practices identified |  | | Number of people with increased professional capacity due to their participation in interregional cooperation activities |  | | Number of action plans developed |  | | Number of appearances in media (e.g. press) |  | | Number of new visitors to project website since last reporting period |  | | | |
|  | | |
| C.6.3 Innovative character (See section 4.3.3 of the programme manual) | | |
| Explain the innovative character of the expected results. What are the synergies with other past or current EU projects or EU initiatives the project makes use of? For projects deriving from past Interreg experiences (follow-up projects), please clarify the added-value of these results compared to the achievements of the previous experience. | | |
| *[2000 characters]* | | |
| C.6.4 Durability of results (See section 4.3.4 of the programme manual) | | |
| Describe how the durability of the project’s achievements will be ensured, specifically related to the implementation of action plans (e.g. if funding is needed, how the regions will make sure this funding will be available?). | | |
| *[2000 characters]* | | |

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| C.7 Horizontal principles (See section 2.7 of the programme manual) | | |
| Indicate to which extent the project contributes to the following horizontal principles and agenda, and justify the choice. | | |
|  | **Type of contribution** | **Description of the contribution** |
| Sustainable development | *neutral/ positive positive* | *[1000 characters]* Damage caused by floods and drought s will be reduced using natural and sustainable solutions |
| Equal opportunities and non-discrimination | *neutral/ positive: Neutral* | *[1000 characters] The adapted protection levels are for the benefit of all stakeholders, independent of their status* |
| Equality between men and women | *neutral/ positive : Neutral* | *[1000 characters]: In stakeholder involvement attention will be given to the involvement of men and women in the stakeholder platforms* |
| Digital agenda for Europe | *neutral/ positive: Positive* | *[1000 characters] early warning systems and checking on the status quo of e.g. water levels, discharges, flood riksks will be developed and made available* |

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| C.8 Project management (See section 4.2.1.3 of the programme manual) | |
| C.8.1 Management arrangements | |
| Describe how the management and coordination on the strategic and operational levels will be carried out in the project, specifically:  1. Structure, responsibilities and procedures for the day-to-day management and coordination  including composition of the steering group and decision making process  2. Day-to-day communication within and beyond the partnership  3. Procedures for day-to-day financial management and reporting procedures | |
| *[4000 characters]* A so-called 'Shared Service Centre' (SSC) will be established by the Lead Partner to fulfill the role of project secretariat and the day to day running of the project. The SSC covers the functions project management, financial management, communication management (incl. webmaster) and information analysis. In line with the application form, the staff of the SSC will be appointed or contracted by the Lead Partner directly after approval of the project . The role of the SSC is to support all project partners in the implementation of the project.  Key documents concerning the management of the project are the approved Application Form (AF), the Partnership Agreement and the Subsidy Contract.  The SSC may be advised on specific fields of expertise by contracted external experts which will be hired on hourly basis).The Shared Service Centre will assist as a facilitator and conflict manager  PART A: MANAGEMENT AND COORDINATION 13  between the partners of this project as well as between the project and the INTERREG Europe Joint Technical Secretariat (JTS) in Lille. | |
| C.8.2 Project coordinator | |
| Will project management be externalised? | *Y/N Yes* |
| C.8.3 Finance manager | |
| Will financial management be externalised? | *Y/N Yes* |
| C.8.4 Communication manager | |
| Will communication management be externalised? | *Y/N Yes* |

# PART D – Work plan

(See section 4.2.1 and 4.2.2 of the programme manual)

|  |
| --- |
| D.1 PHASE 1 ‘Interregional learning’ - Detailed work plan per period |

|  |  |  |
| --- | --- | --- |
| **Semester 1** | Start month | End month |
| Describe the period’s activities and outputs related to a) exchange of experience, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Exchange of experience | | |
| *[3000 characters]* | | |
| b) Communication and dissemination | | |
| *[1500 characters]* | | |
| c) Project management | | |
| *[1500 characters]* | | |
| **Main outputs** | | |
| *[1000 characters]* | | |

|  |  |  |
| --- | --- | --- |
| **Semester 2** | Start month | End month |
| Describe the period’s activities and outputs related to a) exchange of experience, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Exchange of experience | | |
| *[3000 characters]* | | |
| b) Communication and dissemination | | |
| *[1500 characters]* | | |
| c) Project management | | |
| *[1500 characters]* | | |
| **Main outputs** | | |
| *[1000 characters]* | | |

**……**

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester X (last semester of phase 1)** | | Start month | End month |
| Describe the period’s activities and outputs related to a) exchange of experience, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | | |
| a) Exchange of experience | | | |
| *[3000 characters]* | | | |
| b) Communication and dissemination | | | |
| *[1500 characters]* | | | |
| c) Project management | | | |
| *[1500 characters]* | | | |
| **Main outputs** | | | |
| *[1000 characters]* | | | |
| *Number of action plans produced* |  | | |
| *Number of people with increased professional capacity* |  | | |

|  |
| --- |
| D.2 PHASE 2 ‘Monitoring action plan implementation’- Detailed work plan per period |

|  |  |  |
| --- | --- | --- |
| **Semester X+1** | Start month | End month |
| Describe the period’s activities and outputs related to a) follow-up of the action plans implementation, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Action plan implementation follow-up | | |
| Each region starts the implementation of its action plan. The relevant stakeholders for the implementation are mobilised. | | |
| b) Communication and dissemination | | |
| The partners ensure regular updates of the project website with information on the action plans implementation. | | |
| c) Project management | | |
|  | | |
| **Main outputs** | | |
| Website updates | | |

|  |  |  |
| --- | --- | --- |
| **Semester X+2** | Start month | End month |
| Describe the period’s activities and outputs related to a) follow-up of action plan implementation, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Action plan implementation follow-up | | |
| Each partner monitors the action plan implementation by contacting the stakeholders and beneficiaries of the different actions.  All partners meet to learn from each other by exchanging on the success and difficulties met in the implementation of their action plan. | | |
| b) Communication and dissemination | | |
| The partners ensure regular updates of the project website with information on the action plans implementation. | | |
| c) Project management | | |
| Each partner reports the progress made in implementing the action plan. The lead partner compiles the information and prepares the report for the joint secretariat. | | |
| **Main outputs** | | |
| 1 project meeting  Website updates  1 annual progress report | | |

|  |  |  |
| --- | --- | --- |
| **Semester X+3** | Start month | End month |
| Describe the period’s activities and outputs related to a) follow-up of the action plan implementation, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Action plan implementation follow-up | | |
| Each partner continues monitoring the action plan implementation and is in regular contacts with the stakeholders and beneficiaries of the different actions. | | |
| b) Communication and dissemination | | |
| The partners organise a final dissemination event gathering executives and policy makers from the regions and from other relevant institutions. The aim is to promote the project achievements and to disseminate the results of the action plans implementation to a large audience. The project website is updated accordingly. | | |
| c) Project management | | |
|  | | |
| **Main outputs** | | |
| 1 high-level political dissemination event  Website updates | | |

|  |  |  |
| --- | --- | --- |
| **Semester X+4** | Start month | End month |
| Describe the period’s activities and outputs related to a) follow-up of action plan implementation, b) communication and dissemination and c) management and coordination.  Specify the responsibilities of each partner with regard to the activities and also add information on the involvement of stakeholder groups. | | |
| a) Action plan implementation follow-up | | |
| Each partner finalise the monitoring of the action plan implementation. Each partner discuss the results of this implementation with the relevant regional stakeholders and beneficiaries.  All partners meet to exchange and draw conclusions on the two years of action plan implementation. | | |
| b) Communication and dissemination | | |
| The partners ensure regular updates of the project website with information on the action plans implementation. | | |
| c) Project management | | |
| Each partner summarises the level of achievement of their action plan. The lead partner compiles the information and prepares the final report for the joint secretariat. | | |
| **Main outputs** | | |
| 1 project meeting  Website updates  1 annual progress report  1 final project report | | |

# PART E – Project budget

(See section 7 of the programme manual)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| E.1 Budget breakdown per budget line and partner | | | | | | | | |
| Partner | Preparation costs (EUR 15,000 for lead partner) | Staff costs | Office and administration  (15% of staff costs) | Travel and accommodation | External expertise and services | Equipment | Revenues | **Total partner budget** | |
| Partner 1 |  |  |  |  |  |  |  |  | |
| Partner 2 |  |  |  |  |  |  |  |  | |
| Partner 3 |  |  |  |  |  |  |  |  | |
| Partner 4 |  |  |  |  |  |  |  |  | |
| Partner n |  |  |  |  |  |  |  |  | |
| **Total %** |  |  |  |  |  |  |  |  | |
| **Total** |  | | | | | | |  | |

#### Net revenues after project end

Will any of the partners receiving funding from the programme generate net revenues from the project after the project has ended? Yes/No

*(Info: If it is possible to determine the net revenues in advance, tick “yes” and indicate the amount in the budget breakdown table above. The amount will be automatically deducted from the partner’s total budget.)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| E.2 External expertise and services | | | | |
| **Number** | **Type of costs** | **Detailed description** | **Contracting partner** | **Amount** |
| *1* | *Select from the following list:*   * FLC costs * Project and/or financial and/or communication management * Meeting costs: steering group * Meeting costs: dissemination event * Meeting costs: exchange of experience events * Meeting costs: stakeholder group * Travel & accommodation costs: members of the stakeholder groups and other external bodies * Publication and dissemination costs * External support for the exchange of experience process, in particular the development of the regional action plan * Other |  |  |  |
| *2* |  |  |  |  |
| *3* |  |  |  |  |
| n |  |  |  |  |
| **Total** | | | |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| E.3 Equipment | | | | |
| **Number** | **Type of costs** | **Detailed description** | **Contracting partner** | **Amount** |
| *1* | *Select from the following list:*   * Office equipment * Other |  |  |  |
| *2* |  |  |  |  |
| *3* |  |  |  |  |
|  |  |  |  |  |
| **Total** | | | |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| E.4 Budget breakdown per source of funding and partner | | | | | | | | |
|  | | | Programme funds | | | Partner contribution | | |
| **Partner Name/No.** | **Country** | **TOTAL** | ERDF | ERDF rate (%) (85/75/0) | Norwegian (50% of total) | Partner contribution from public sources | Partner contribution from private sources | **Total partner contribution** |
| Partner 1 |  |  |  |  |  |  |  |  |
| Partner 2 |  |  |  |  |  |  |  |  |
| Partner 3 |  |  |  |  |  |  |  |  |
| Partner 4 |  |  |  |  |  |  |  |  |
| Partner n |  |  |  |  |  |  |  |  |
| **TOTAL ALL** | |  |  |  |  |  |  |  |

|  |
| --- |
| E.5 Spending plan |

**Phase 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Partner** | **Preparation costs**  **(pre-filled: EUR 15,000 for lead partner)** | **Semester 1** | **Semester 2** | **Semester 3** | **Semester t** |
| Partner 1 |  |  |  |  |  |
| Partner 2 |  |  |  |  |  |
| Partner 3 |  |  |  |  |  |
| Partner 4 |  |  |  |  |  |
| Partner n |  |  |  |  |  |
| **Total** |  |  |  |  |  |
| **% of Total** |  |  |  |  |  |

**Phase 2**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Partner** | **Semester p1+1** | **Semester p1+2** | **Semester p1+3** | **Semester p1+4** | **Total** |
| Partner 1 |  |  |  |  |  |
| Partner 2 |  |  |  |  |  |
| Partner 3 |  |  |  |  |  |
| Partner 4 |  |  |  |  |  |
| Partner n |  |  |  |  |  |
| **Total all** |  |  |  |  |  |
| **% of Total** |  |  |  |  |  |